

**CITY OF MEDINA  
PARK BOARD  
MEETING MINUTES**

Monday, October 18, 2004  
7:00 p.m.

Medina City Hall  
501 Evergreen Point Road

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**CALL TO ORDER**

Meeting called to order by Vice Chair, Heija Nunn at 7:08 p.m.

**ROLL CALL**

Present: Heija Nunn, Lisa Fleischman, Connie Gerlitz, Tim O'Brien, Susannah Stuart

Absent: Steve Brustkern

Staff Present: Sheldon Jahn, Public Works Director; Rachel Baker, Administrative Assistant

**ANNOUNCEMENTS**

Board members directed compliments to Jahn for newly installed crosswalks and bollards in Medina.

Jahn announced Public Works will remove decking from Lake Lane dock over weekend and Waterfront Construction will repair five pilings and install new substructure and decking beginning next week.

Jahn suggested board members visit the 84<sup>th</sup> Street dock at Viewpoint Park to see the vandalized wooden bench located on the dock. Jahn commented he has been researching a variety of options for bench replacement.

**APPROVAL OF PARK BOARD MINUTES**

MOTION O'BRIEN, SECOND GERLITZ TO APPROVE SEPTEMBER 20, 2004 PARK BOARD MINUTES, MOTION PASSED UNANIMOUSLY AT 7:16 P.M.
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**AUDIENCE PARTICIPATION**

None

## **PARK UPDATES**

Fleischman addressed concerns about the condition of the willow tree in Medina Park. Jahn responded Public Works plans to divide the root ball of the willow tree into two and replant as two trees. Jahn anticipated this project would be completed during the current season.

Nunn commented she has noticed a variety of park users at Medina Park. Jahn suggested the park improvements and routine maintenance performed at Medina Park should continue to encourage more use at the park.

Gerlitz inquired about park maintenance performed at Fairweather Park and requested an assessment of invasive plants found at the park. Jahn offered to provide the report and added park maintenance has occurred all summer, despite funding cuts.

Nunn inquired about Medina Elementary School's recent park use permit. Jahn replied the school complied with permit requirements. Jahn commented further regarding another park use permit for beach use, stating the applicant's party had not cleaned up after themselves very well. The topic led to board member discussion regarding fee requirements for park use and special events.

Stuart asked if the cost of mutt mitts could be sponsored through donations or if they would remain as an operating expense. Jahn provided current costs for mutt mitts. Discussion continued among board members regarding sponsorship and fundraising ideas.

Jahn informed board members a request for park records was filed under the Freedom of Information Act by a lawyer representing a group of dog owners. The reason behind the request is unknown at this point.

## **OLD BUSINESS**

### Update on New Park Board Member Selection (7:40 p.m.)

Jahn referred to the cover memo included in meeting packet and conveyed that the Mayor and City Council is responsible for processing the application(s) and for position appointment.

### Park Vandalism and Memorial Tree Donation Update (7:41 p.m.)

Jahn informed board members of a resident's monetary donation to the Tree Fund for replacement tree purchase. Jahn indicated Public Works has been trying to locate a tree of the same species and size. Jahn drafted a thank you letter addressed to the resident and circulated it among board members for signature. Jahn indicated he would obtain Brustkern's signature and mail the letter to resident.

#### Update on EarthCorps Work in Fairweather Park and Nature Preserve (7:42 p.m.)

Jahn provided a project update on EarthCorps work in Fairweather Park and Nature Preserve. Jahn inspected check dams and commented the pipe was opened and more water can be seen flowing through it. He added, heavier rains will determine how well the stream does with the new improvements.

Jahn conveyed that if a budget remains for Fairweather, there would be money available for additional in-stream work and routine maintenance in 2005.

#### 2005 Budget Update (7:43 p.m.)

Jahn discussed 2005 Park Board budget and described requested funds as a placeholder for the top four or five projects identified on the draft work plan. Jahn suggested board members identify priorities, projects, and associated costs in a proposal to present to City Council at an upcoming Council meeting.

Board members indicated a budget proposal could be prepared during the November Park Board meeting.

### **NEW BUSINESS**

#### Discussion of New Bench at Medina Beach Park (7:56 p.m.)

Jahn provided information regarding a resident's request for a park bench at Medina Beach Park and the donation provided to the City for the park improvement. Jahn noted that at this point a \$1,000 donation had been promised by two residents for the bench and indicated if additional donations could be secured, the Park Board might be able to avoid using budget funds for new bench installation. Jahn described desired bench location and explained rough ideas for bench design. The Park Board expressed approval of the idea.

#### Continuation of Discussion of Annual Work Plan – Strategic Planning/Vision-Short and Long Range Parks Commission Goals/Objectives and Budgeting (8:01 p.m.)

Nunn opened discussion of Medina Park's vision plan based on Stuart's draft report compiled from board member comments. Discussion encompassed future park programs and activities. The Board agreed to the following changes in draft:

- Change verbiage from children's "play structure" to children's "play area"
- Prohibit picnic "structures" at Medina Park, preferring picnic table placement in or near shaded areas
- Change number ten to include verbiage: "improve ramps to encourage use and to discourage dogs from pond"
- Correct typo "mug mitts" to "mutt mitts"

- Remove number nine, as it reflects current Public Works responsibilities
- Remove second half of number eight, as it, also, reflects current Public Works responsibilities
- Delete need to establish a park structure policy
- During 2005, begin research for wetland boardwalk construction in 2006
- Include "signage" with number three

MOTION NUNN, SECOND O'BRIEN TO CONSIDER RESEARCH FOR ADDITION OF LIFE-SIZE AND SMALL GAMING TABLES TO WEST SIDE OF TENNIS COURTS OR NEAR RESTROOMS FOR POSSIBLE INCLUSION IN THE LONG RANGE PLAN, FOLLOWING DISCUSSION, MOTION PASSED UNANIMOUSLY AT 8:32 P.M.

PARK BOARD AGREED TO INCLUDE "MILE-MARKER INDICATORS" OR "DISTANCE MARKERS" IN A BROCHURE, NEWSLETTER ARTICLE OR SIGN IN LONG-RANGE VISION PLAN (8:42 P.M.)

Board members agreed to discuss work plans for Fairweather and Medina Beach Park during November meeting.

Gerlitz offered to locate and compile approved Charles Anderson Fairweather Park plan for discussion during November meeting.

Stuart volunteered to edit work plan draft.

## **OTHER BUSINESS**

Jahn requested approval of Medina Park brochure from board members. Board provided edit suggestions and indicated the brochure could be distributed until brochure is updated to reflect recommended changes (8:46 p.m.).

Nunn briefly discussed fundraising ideas for Medina parks (8:48 p.m.).

Nunn announced she would be unable to attend November 15, 2004 Park Board meeting. Nunn appointed Gerlitz to serve as vice chair during November meeting (9:04 p.m.).

Park Board requested Jahn to email board members with budget feedback following November 8, 2004 City Council meeting regarding placeholder funds for Park Board (9:07 p.m.).

MOTION AND SECOND TO CANCEL DECEMBER 20, 2004 PARK BOARD MEETING, MOTION PASSED UNANIMOUSLY 9:07 P.M.

MOTION AND SECOND TO MOVE JANUARY PARK BOARD MEETING FROM MONDAY, JANUARY 17, 2005 TO WEDNESDAY, JANUARY 19, 2005, DUE TO OBSERVANCE OF MARTIN LUTHER KING, JR. HOLIDAY, MOTION CARRIED

UNANIMOUSLY AT 9:08 P.M.
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**NEXT MEETING DATE**

Next Park Board meeting is scheduled for November 15, 2004; 7:00 p.m.

**ADJOURNMENT**

MEETING ADJOURNED BY COMMON CONSENT 9:08 P.M.
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Minutes taken by:

Rachel Baker  
Administrative Assistant